



DEPARTMENT OF THE ARMY
HEADQUARTERS, 69TH AIR DEFENSE ARTILLERY BRIGADE
CMR 408
APO AE 09182

AETV-GW-CO

28 July 2003

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: 69th ADA Brigade Command Policy Letter 5, Sexual Harassment

1. When sexual harassment exists, the total organization is impacted in a negative way. Sexual harassment restricts an individual's ability to perform his or her duties and reduces the organization's capability to function. Sexual harassment impacts supervisors, peers, and subordinates. Nothing abuses an individual's sense of natural justice more than unequal treatment.
2. Every member of the 69th Air Defense Artillery Brigade should be aware of the unlawful nature of sexual harassment. Sexual harassment involves unwelcome sexual advances or requests for sexual favors. It also includes other forms of verbal or physical conduct of a sexual nature, especially when:
 - a. Submission to or rejection of such conduct is either made explicitly or implicitly a term or condition of a person's job, pay, or career;
 - b. Submission to or rejection of such conduct by a person is used as a basis for career or employment decisions affecting that person;
 - c. Such conduct interferes with an individual's performance or creates an intimidating, hostile, or offensive environment.
3. Sexual harassment is disruptive to individuals to whom it may be directed. Any person who uses or condones implicit or explicit sexual behavior to control or influence the job of another is also engaging in sexual harassment. If a soldier believes that he or she has been victimized, he or she is encouraged to seek assistance from the chain of command and the Brigade Equal Opportunity Advisor to ensure the matter is resolved satisfactorily. I will not tolerate sexual harassment within this brigade. This policy must be clear to every member in this brigade. It is directive in nature. Thus, commanders will ensure soldiers and DoD employees assigned to their command understand this policy as soldiers and employees are subject to punitive action if violated.
4. A copy of this letter will be posted on all unit bulletin boards.
5. ***"TEAM OF WINNERS!"***

R. KIRK LAWRENCE
COL, AD
Commanding

DISTRIBUTION:

A